

# AVC – Change of Investment Form



PENSION  
FUND

Please fill in this form if you wish to change how your additional voluntary contributions are invested.

You may wish to seek independent financial advice before doing so.

## Please use BLOCK CAPITAL letters

### Personal details

Full name:	<input type="text"/>
National insurance number:	<input type="text"/>
Home address:	<input type="text"/>

**PLEASE NOTE: this transfer will apply to all your AVCs unless you tick the box below to say that any With-Profits investments should not be transferred. The allocation you set below will determine your future investment strategy.**

Do not transfer any AVCs that I hold in a With-Profits fund: (please tick)

### OPTION 1 - SELF-SELECT FUNDS

Transfer my AVCs to the following self-select fund(s): (please tick)

AVC Self-select fund range	Percentage allocation
Clerical Medical Cash	%
CM BlackRock Over 5 years Index-Linked Gilt Index	%
CM BlackRock Over 15 Years Gilt Index	%
CM BlackRock UK Equity Index	%
CM BlackRock World (Ex UK) Equity Index	%
<b>Total</b>	<b>100%</b>

Please make sure the percentages add up to 100%.

## OPTION 2 - LIFESTYLE OPTIONS

Please choose A or B and then choose your selected retirement age:

**A.** Transfer my AVCs to the CM BlackRock Balanced Lifestyle Fund: (please tick)

**OR**

**B.** Transfer my AVCs to the CM BlackRock Cash Lifestyle Fund: (please tick)

**AND**

Please choose your selected retirement age below (you can choose any age between age 55 and age 75).

I would like to target the retirement age of

The selected retirement age is used with the lifestyle strategy to gradually switch investments to less risky funds as you approach retirement. It is usually the date you want to start taking your AVC benefits but is for investment purposes only; you don't have to receive your benefits from this date and can change it at any time.

**PLEASE NOTE: You can only invest in one Lifestyle fund (i.e. you cannot be in both). It is also not possible to blend Option 1 (Self-Select Funds) and Option 2 (Lifestyle Options) - You can only invest in a single Lifestyle fund or choose your own strategy from the range of Self Select investment funds.**

**However, if you currently hold the Clerical Medical With-Profits Fund or the Equitable Life With-Profits Fund, you can retain these investments and invest in the Lifestyle option.**

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## YOUR AGREEMENT

I confirm that I would like my AVCs to be invested in line with the selection I have made on this form. This form overrides any previous version I have completed regarding the investment of my AVCs in the Fund.

Signed:

Date:

Please return your completed form to us at:

**Email:** [ici@willistowerswatson.com](mailto:ici@willistowerswatson.com)

**Post:** ICIPF, PO Box 545, Redhill, Surrey RH1 1YX

## DATA PROTECTION AND CONFIDENTIALITY

Please note that this form will be stored securely by the Trustee and treated in strictest confidence. The Trustee (ICI Pensions Trustee Limited), whose registered office is at 3rd Floor, 38 Lombard Street, London EC3V 9BS), is the "data controller" in respect of personal data processing for the administration of the Fund.

In processing your personal data, the Trustee may:

- process your sensitive personal data such as information regarding your health records;
- pass on personal data to third parties which may include the Fund's sponsoring employer, professional advisers, administrator, insurance companies, counterparties to Fund investments, as may be necessary or desirable for the operation of the Fund; and
- retain your personal data for legitimate business reasons or to comply with applicable laws.

In the event that your personal data is sent outside the EEA, the Trustee will still process your personal data in accordance with the applicable UK and EU data protection laws, and will take reasonable steps to ensure that your personal data is handled securely and in accordance with the data protection policy at **[www.icipensionfund.org.uk](http://www.icipensionfund.org.uk)**.

In certain circumstances, your personal data may be passed to the Fund actuary and Willis Towers Watson and, where this is the case, the Fund actuary and/or Willis Towers Watson may also be data controllers of your data.

You can find more information about the Fund actuary's and Willis Towers Watson's use of data in their data protection policy at **[www.towerswatson.com/personal-data](http://www.towerswatson.com/personal-data)**.

You can find out more about how the Trustee uses your personal data and your rights with respect to that personal data in our data protection policy at **[www.icipensionfund.org.uk](http://www.icipensionfund.org.uk)**.